

## **INFORMATION REGARDING APPLICATIONS TO THE CJA PANEL FOR THE MIDDLE DISTRICT OF NORTH CAROLINA**

Applications for membership on the CJA Panel for the Middle District of North Carolina will be accepted from May 2, 2016 through July 18, 2016. The following questions and answers will help guide you through this process.

**Where is the application located?** The application is available on the Court's website at <http://www.ncmd.uscourts.gov/cja-application>.

**How much experience is required to be placed on the CJA Panel?** Applicants must have a minimum of three years of relevant experience sufficient to prepare them to serve as counsel of record at all phases of a non-capital felony case, including a jury trial. Other eligibility requirements can be found in the [Criminal Justice Act Plan](#).

**What if I do not have enough experience to be placed on the CJA Panel?** You can still submit the application to be considered for placement on the CJA Training Panel. If selected for the Training Panel, you can assist panel members in a "second chair" capacity. Training Panel members are not eligible to receive compensation for their services, nor are they guaranteed appointment to the CJA Panel.

**If I am on the Training Panel, how do I move to the Regular CJA Panel?** Training Panel members should submit a new application during the application period.

**If I am already on the CJA Panel can I be reappointed?** Yes. Current members on the panel are eligible for immediate reappointment. Members whose terms expire on December 31, 2016 should file new applications during the 2016 application period. Members on the panel whose terms expire at the end of 2017 or 2018 should reapply during the application period immediately preceding the expiration of their term.

**If I am selected for the CJA Panel, how long will my term be?** Attorneys selected for the panel this year, and each year hereafter, will be appointed to three year terms effective January 1 the following year.

**Where should I submit my application?** Applications can be hand delivered to the Clerk's Office in Greensboro or mailed to the following address:

CJA Panel Selection Committee  
United States District Court  
324 West Market Street  
Greensboro, NC 27401

**Do I have to have an office in the Middle District of North Carolina?** Yes. To be eligible to serve on the CJA Panel, you must maintain an office in the Middle District of North Carolina.

**When will appointment notifications be made?** Notifications are expected to be completed by October 3, 2016.

**Who can I contact if I have further questions?** Questions can be directed to John Brubaker, Clerk of Court, at 336-332-6000.